

**COMPENSATION BOARD
LIDS ADVISORY COMMITTEE
AGENDA**

**November 13, 2003
9:00 a.m.**

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- **Opening Remarks** **Sue 9:00 a.m.**
 - Thank you
 - August 13, 2003 Minutes

 - **LIDS Enhancement Updates:** **Anne 9:05 – 9:30**
 - Inquiry
 - ✓ Insurance Number inquiry needs to have the capability to search by name - goal is December 31, 2003.
 - Reconciliation
 - ✓ Financial reconciliation needs to change so they can view details of adjustment-by-adjustment category - goal is September 30, 2003.
 - Report Request
 - ✓ Charlie Gray, Virginia Beach City Jail requested detainer report be developed that lists inmates having detainers. Anne Wilmoth placed the detainer report in test mode CIDH on LIDS for member testing. (NEED GOAL DATE)
 - FIPS 888 Out of State/Federal Inmates – Mary Payton, Norfolk City.
 - ✓ Committee voted to include Reason Confine codes 73 (Held for Federal Authority/District of Columbia), 74 (Held for Out of State Authority), and 79 (Held for Out of State Holds and/or Overnight Transports) with the 888 (unspecified) hold. Goal date: September 30, 2003.
 - Update Offenses – Cindy Angle, Montgomery County
 - ✓ When updating one offense, give the ability to press Enter, and automatically go to the next offense. Committee approved adding a tag to update offenses. Goal date is October 31, 2003.
 - Enhancement to Financial Reconciliation Screen – Alice Coe, Compensation Board
 - ✓ Committee approved – Anne Wilmoth, Compensation Board, proposed a March 31, 2004 completion date. Will require user testing.
 - Restructuring/grouping of Forms Maintenance reports (NEED GOAL DATE)

 - **Forwarded/Continued from last meeting** **Committee 9:30 – 10:30**
 - LIDS Enhancements
 - ✓ Altering the possible error report and the data integrity report so that if a sentence length is not within the sentencing guidelines, it will kick out as a possible error/data integrity issue.
 - ✓ Sentence Length Within Sentence Guidelines analysis and program revisions.
 - ✓ Jail Roster Report – Karen Day, Danville City Jail, requested that a DNA/SID# report be developed and added to Forms Maintenance. Committee approved the inclusion of the SID# on the report – do we want to include it on the DNA Sampling report?
 - Report Requests
 - ✓ Reginald Tinsley, Richmond City - A new report that compares current roster or ending count with ending count of previous month that reports the plus and minus details of commits and releases, and details inmates currently committed that were not committed in previous ending count and inmates that were released who were active in the previous ending count.
 - ✓ Debbie Hamlet, Blue Ridge Regional Jail - A new report to capture local responsible and state responsible inmates. The report has been developed and is to be placed into production. Anne Wilmoth will e-mail screen prints to Committee members to review.

 - **Break** **10:30 – 10:45**

- **New Issues** **Committee 10:45 – 12:00**
 - LIDS Enhancements
 - ✓ Micah Meadows, Fauquier Co. Jail – Add new disposition code 'HA' Held by Agreement to identify Held by Agreement inmates who are also Work Release inmates.
 - ✓ Ron Wise, Alexandria City – Is it possible for LIDS to be update to allow updating multiple confinements in LIDS using a pick list?
 - ✓ Cindy Angle, Montgomery Co. Jail – Requests that LIDS be updated to allow Re-commit No New Charges for inmates released to Federal authority (Release Reason 51). Committee agreed.
 - ✓ Debbie Hamlet, Blue Ridge Reg. Jail – Requests that Disposition Code 'SC', Sentence Completed, be added to LIDS. (Refer to Pg. 1 October LIDS Newsletter)
 - ✓ Anne Wilmoth, Compensation Board – Should LIDS security table be altered to allow multiple LIDS users to certify and approve LIDS reports? (Refer to Pg. 3 of October LIDS Newsletter)
- **Lunch Break** **12:00 – 1:00**
- **Status Update** **Alice 1:00 – 2:15**
 - Restructuring/grouping of Forms Maintenance
- **New Issue** **Oliver 2:15 – 2:30**
 - Add Disposition Code matrix to LIDS Users Guide to show which offense disposition code that LIDS keys users on their alternative programs, regular confinements and pending charges during their types of confinement
- **Discuss Quarterly Committee Dates** **2:30 – 2:35**
 - February, 2004 - Meeting Place - DOC?
 - May, 2004 - Meeting Place ?